



# APPLICATION FOR COASTAL CONSTRUCTION LAND USE APPROVAL

Santa Rosa County Community Planning, Zoning & Development Division  
6051 Old Bagdad Highway  
Milton, FL 32583

Phone: (850) 981-7075 Fax: (850) 983-9874  
Website: [www.co.santa-rosa.fl.us](http://www.co.santa-rosa.fl.us)  
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**\*\* FOR OFFICIAL USE ONLY \*\***

Application No. \_\_\_\_\_-CC-\_\_\_\_\_

Date Received: \_\_\_\_\_

Zoning District: \_\_\_\_\_

FLUM: \_\_\_\_\_

**NOTICE: This application is for LAND USE APPROVAL ONLY! Please contact the Building Department at 850-981-7000, 850-432-2244, or 850-934-8099 for building permit information.**

## Instructions:

1. Submit joint application to DEP & Army Corps of Engineers for permit or exemption letters. Contact DEP (850) 595-8300. Provide a copy of permits or exemption letters from **FDEP** and **Army Corps** of Engineers.
2. A separate land clearing permit may be required.
3. Provide a **survey** of property showing all boundaries (legible and to scale)
4. Provide a drawing of the **proposed structure** with exact dimensions and placement on the property. The location, relative to the body of water, including protrusion into or over the body of water must be shown. Existing structures on the water must also be shown.
5. The Community Planning, Zoning, and Development Division has five (5) working days to review the completed application and attachments.
6. Inspections will be made on the property prior to approval and after construction. You are required to call the Planning and Zoning Department for final inspections on all projects in addition to your final inspections of the Building Department. If you have any questions please call us.
7. **All red clay fill must be within the building foundation or under the driveway limits. It is prohibited to use red clay to back fill on coastal construction projects.**
8. **The green laminated approval form from the Planning & Zoning Department must be posted & visible from the street front on the job site BEFORE any development may begin. If not posted a citation WILL be issued. THIS APPROVAL IS VOID AFTER 1 (ONE) YEAR FROM DATE OF APPROVAL IF CONSTRUCTION HAS NOT COMMENCED.**

**APPLICANT'S NAME AND MAILING ADDRESS (PROPERTY OWNER):**

Name \_\_\_\_\_  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Daytime Telephone \_\_\_\_\_

**AUTHORIZED AGENT :**

Name \_\_\_\_\_  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_

**PHYSICAL ADDRESS OF PROJECT** \_\_\_\_\_

**PARCEL NUMBER:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Zoning District:** \_\_\_\_\_ **Property Vacant?** \_\_\_\_\_ **Property has main dwelling?** \_\_\_\_\_

**NAME OF WATERWAY** \_\_\_\_\_

1. Project distance extending into the waterway from the property line: \_\_\_\_\_ feet
2. Setback from the Side property lines (where applicable): \_\_\_\_\_ ft \_\_\_\_\_ ft
3. Public Access available (where applicable): \_\_\_\_\_ yes/no

**Please check all new construction that applies:**

Seawall \_\_\_\_\_ Boathouse \_\_\_\_\_ Dock/Pier \_\_\_\_\_ Retaining Wall \_\_\_\_\_ Other \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_

## GENERAL REQUIREMENTS:

1. Docks, Piers, and Mooring Devices: Non-commercial structures such as piers, docks, wharves, mooring devices, lifting and launching devices, the decking of which is no higher than three (3) feet above mean high water, are permitted as accessory structures where allowed in residential districts.
2. Such structures shall not extend seaward from the property line for more than three hundred (300) feet or fifteen (15) percent of the open water span at the point of installation whichever is less, except as provide in Section 6.03.05(f)(5.b.).
3. When structures are constructed on waterfront property and are to cross on or over areas of public access, this access may not be impeded or blocked by such structures. The owner of such structure must construct or provide public access. This provision shall apply only to water front property located on Escambia Bay south of Highway 90, Blackwater Bay south of Interstate 10, and Santa Rosa Sound.
4. On all construction of docks, boathouses, piers, retaining walls, seawalls, and dolphin poles, a zoning review and site plan must be filed and approved by the Community Planning, Zoning and Development Division before building permits can be obtained or construction begun.

## ADDITIONAL REQUIREMENTS FOR CANAL FRONT LOTS:

1. Side setbacks will be fifteen (15) feet or fifteen (15) percent of the water frontage width, whichever is less.
2. All construction including dolphin poles and/or moored watercraft shall be set back from the center line of the canal a distance equal to twenty-five percent (25%) of the canal width except for Polynesian Isles Subdivision canal system, and the terminal ends of any canals. The requirements for those areas are as follows:
  - a. The terminal ends of the canals are considered special circumstances. In such cases, the Planning and Zoning Department shall have discretion in determining the setbacks, configurations, and distances into the canal for docks/piers, and boatlifts. The goal will be to allow a property owner the ability to moor a boat in such a manner that does not deny nearby property owners similar mooring ability. Adjacent or affected property owners as determined by the Planning and Zoning Department will be consulted to determine the impact to them. If any such affected property owner has objections and a compromise cannot be obtained, the applicant must apply for a variance from the Santa Rosa County Board of Adjustments (SRC BOA). The SRC BOA decision shall be based upon the goal of allowing a property owner the ability to moor a boat in such a manner that does not deny nearby property owners similar mooring ability.
  - b. The Polynesian Isles Subdivision canal system shall consist of the following subdivisions: Polynesian Isles, Polynesian Isles First Addition, Bay Ridge Park Second Addition, Whisper Bay Seventh Addition, and Ebbtide Townhomes. A dock or pier may not extent more than five (5) feet into the canal past the platted or surveyed property line. The only thing that may be allowed to extend into the canal in addition to a dock/pier is a boat lift. A boat lift may extend an additional ten (10) feet past the platted or surveyed property line into the canal. The boat lift may be covered with a roof. There can be no walls extending down from the roof line enclosing any portion of the boat lift. No elements, members, catwalks, dock, roof overhangs, or moored/docked watercraft can extend into the canal more than a combined total of fifteen feet past the platted or surveyed property line. All moored or docked watercraft must be inside the limits of the boatlift or alongside and resting against the allowed dock.
3. Decking shall be no more than three (3) feet above mean high water.

4. Seawalls must be located on or behind the surveyed property line bordering the canal.
5. No waterfront construction, except for seawalls, may begin until the foundation for the residence has been completed and inspected.
6. Building permits must be posted in accordance with the building code.
7. Boat shelters or storage structures shall be unwalled, and shall not have roofs exceeding twenty-five (25) feet above the mean high water.